



# City of West University Place

*A Neighborhood City*

## **CITY COUNCIL**

Susan Sample, Mayor  
Kevin S. Boyle, Sr., Councilmember  
Bob Higley, Councilmember  
Kellye Burke, Councilmember  
Mardi Turner, Councilmember

## **STAFF**

M. Christopher Peifer, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

## **City Council Meeting Agenda**

**Notice is hereby given of a regular City Council meeting** of West University Place to be held on **Monday, November 12, 2018** beginning at **6:30 p.m.** in the **Municipal Building** located at 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

---

Call to Order  
Pledge of Allegiance  
Matters related to the notice of this meeting

### **Agenda Items:**

#### **1. Stay Loyal to Local Business Proclamation**

Matters related to the presentation of a Proclamation to the Bellaire Business Association to support its campaign to support local area businesses. **Mayor Sample** [see Proclamation]

#### **2. Public Comments**

This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer his/her comments until such time the item is discussed. Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. Speakers are required to register in advance and must limit their presentations to three minutes each.

#### **3. Selection of a Mayor Pro Tem**

Matters related to selecting a Mayor Pro Tem. *Recommended Action: Discuss and take any desired action.* **City Council**

#### **4. Consent Agenda**

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**A. City Council Minutes**

Approve City Council Regular Meeting November 5, 2018. *Recommended Action: Approve Minutes. Ms. Thelma Gilliam, City Secretary* [see Action Minutes]

**5. Adjourn**

**In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.**

I certify that the attached notice and agenda of items to be considered by the West University Place City Council on November 12, 2018 was posted on the Municipal Building bulletin board on November 9, 2018 at approximately 1:30 o'clock p.m.

(SEAL)

  
\_\_\_\_\_  
Thelma A. Gilliam, TRMC, CMC, City Secretary

# *City of West University Place*

## *Proclamation*

### **Campaign to Stay Loyal to Local Business** **November 12, 2018**

**WHEREAS**, the Bellaire Business Association is a non-profit organization of area business owners, managers and interested individuals emphasizing responsible business development in the Bellaire, West University Place, Southside Place and Houston area and operates to promote local businesses, provide networking opportunities and fostering local economic development; and

**WHEREAS**, a robust local business economy contributes to the quality of life for the citizens of West University Place and the local area through a wide variety of easily accessible goods and service; and

**WHEREAS**, a growing and sustainable population of local businesses provides employment and benefits for workers and residents to the community; and

**WHEREAS**, local sales of goods and services generates sales tax revenues which directly contribute to city revenues to supply residents with police, fire, public service infrastructure and city-wide administrative services; and

**WHEREAS**, recent growth in non-area merchants as well as on-line shopping has siphoned off local resident's spending power from area merchants and reduced the growth in employment and sales tax revenues for the community; and

**WHEREAS**, the Bellaire Business Association, in service to its members and to the local citizens, seeking to initiate a program of education, promotion and support for local area businesses to remind citizens of the scope of goods and services offered nearby and to encourage citizens to Shop Locally, will initiate the Stay Loyal to Local business and community education and promotion campaign on this day the 12<sup>th</sup> of November, 2018 continuing forward.

#### **NOW, THEREFORE, BE IT RESOLVED –**

I, Mayor Susan Sample, Mayor of West University Place, Texas, do hereby proclaim November 12, 2018 as the start of the Stay Loyal to Local Business support campaign and join with the Bellaire Business Association and area merchants in encouraging citizens to support our local businesses with their patronage.

**In Witness Whereof**, I have hereunto set my hand and caused this seal to be affixed on November 12, 2018.

---

Mayor Susan Sample



# The City of West University Place

*A Neighborhood City*

## CITY COUNCIL

Susan Sample, Mayor  
Vacant, Mayor Pro Tem  
Bob Higley, Councilmember  
Kellye Burke, Councilmember Mardi  
Turner, Councilmember

## STAFF

M. Chris Peifer, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

**DRAFT**

## CITY COUNCIL ACTION MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular session on **Monday, November 5, 2018**, in the Municipal Building, 3800 University, West University Place, Texas beginning at approximately **5:45 p.m.**

### Workshop Agenda:

**Call to Order.** Mayor Sample called the meeting to order at approximately 5:45 p.m. in the Council Chambers. Council and Staff in attendance were: Councilmembers Burke, Higley, and Turner, City Manager Peifer, City Attorney Petrov, City Secretary Gilliam, and Human Resources Director Urban

Mike Tanner with SGR Consultants was also present.

### 1. Convene into Executive Session (Council Conference Room)

Notice is hereby given that the City Council will convene into executive session in accordance with the following provisions of Chapter 551 of the Texas Government Code:

Mayor Sample announced that Council would be convening into executive session per Section 551.074 of the Texas Government Code in order to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of (1) a Councilmember and (2) City Manager.

At 5:46 p.m., Councilmember Turner moved to convene into executive session. Councilmember Higley seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

### 2. Reconvene Workshop

Matters related to any action resulting from the executive session.

Pertaining to the city manager search, Council requested a special meeting for November 19, 2018 to continue related discussions.

### 3. Adjourn Workshop

At approximately 6:45 p.m., Councilmember Higley moved to close the executive session and reconvene the workshop. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

## Regular Meeting Agenda:

**Call to Order.** Mayor Sample called the meeting to order at approximately 6:46 p.m. in the Council Chambers. Council and Staff in attendance were: Councilmembers Burke, Higley, and Turner, City Manager Peifer, City Secretary Gilliam, City Attorney Petrov, Assistant City Manager/Public Works Director Beach, Parks and Recreation Director White, Human Resources Director Urban, Police Chief Walker, and Communications Director Jett.

**Pledge of Allegiance:** Councilmember Turner led the Pledge.

**Notice of Meeting:** City Secretary Gilliam confirmed that the notice of the meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

Regular Meeting Agenda items were as follows:

### 4. Consider Appointing Member to City Council

Matters related to the appointment of a councilmember to fill the vacancy due to Wayne Franklin's resignation. *Recommended Action: Discuss and take any desired action.*

Councilmember Turner moved to appoint Kevin S. Boyle, Sr. to fill Wayne Franklin's empty seat. Councilmember Higley seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

Note: After the City Council Meeting, Councilmember Boyle was sworn-in.

### 5. Public Comments

This was an opportunity for citizens to speak to Council relating to agenda and non-agenda items.

The following spoke during public comments:

- Robert Grossman, 4103 Ruskin Rice, spoke regarding the AT&T rezoning issue.
- Alida Drewes, 6112 Fordham, spoke on various issues.

### 6. Concrete Paving Replacement Project

Matters related to awarding the bid for the City's concrete paving replacement project. *Recommended Action: Authorize the City Manager to approve the contract with Teamwork Construction for Concrete Maintenance work at the unit prices in the bid not to exceed budgeted funds. Mr. Dave Beach, Assistant City Manager/Public Works Director*

As recommended by staff, Councilmember Higley moved to award the contract in an amount not to exceed \$475,000 for the Public Works Maintenance Yard parking lots and the street repairs in 2018 and 2019 to Teamwork Construction Services, Inc. of Houston Texas; and authorize the City Manager to execute the contract. Councilmember Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

**7. Consent Agenda**

All Consent Agenda items were considered to be routine by the City Council and was enacted by one motion.

**A. City Council Minutes**

Approve City Council Action Minutes of October 22, 2018. *Recommended Action: Approve Minutes.*  
**Ms. Thelma Gilliam, City Secretary**

**B. West U Baptist Church Memorandum of Understanding**

Matters related to a Memorandum of Understanding between the West U Baptist Church and the City of West University Place. *Recommended Action: Approve Memorandum of Understanding with the West U Baptist Church.* **Ms. Susan White, Parks and Recreation Director**

Councilmember Higley moved to approve the Consent Agenda as presented. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

**8. Adjourn**

With no other matters before Council, Councilmember Higley moved to adjourn the meeting at approximately 7:05 p.m. Councilmember Burke seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approval Date